

DOA Administrative Letter No. 04-3

To: County Managers

Subject: County Aging Services Data and County Budget Instructions

Date: February 13, 2004

Attached, please find the **SFY 03-04 County Data Packet** that is to be provided to the lead planning agency for the Home and Community Care Block Grant in your county by March 1.

The **Home and Community Care Block Grant (HCCBG) Instructions, along with HCCBG formats**, will be available during the week of February 16 through the Division's website at www.dhhs.state.nc.us/aging. In the website, access *County Budget Instructions for the Home and Community Care Block Grant* under the Topic Index. Block Grant instructions are unchanged from last year. Note that on page 16 of instructions emphasis is continuing to be placed on cost development for services. Service providers must provide lead agencies with service cost computation worksheets and labor distribution schedules along with their service summaries, as specified on pages 11 and 17 of the Block Grant instructions.

An updated **HCCBG Agreement for the Provision of County-Based Aging Services** will be available on the Division website at the aforementioned location by March 5.

The Block Grant instructions reflect the current USDA meals supplement rate of \$.60.

SFY 04-05 Allocations

The Division will allocate SFY 04-05 HCCBG funding when we receive an award for full federal Older Americans Act funding. Congress has authorized the FY 04 budget and we expect funding through the Administration on Aging prior to Mid-March. We are expecting slight increases in federal funding for the Home and Community Care Block Grant. Until SFY 04-05 county HCCBG allocations are provided, current SFY 03-04 county funding should be considered as planning estimates for next year.

Please contact your area agency on aging director with any questions concerning the Home and Community Care Block Grant.

Sincerely,

Karen E. Gottovi, Director
Division of Aging

KEG/ghc

Attachment

cc: Area Agency on Aging Directors
Chairs, County Board of Commissioners (letter only)
County Department of Health Directors (letter only)
County Department of Social Services Directors (letter only)
Local Aging Services Providers (letter only)
DOA Staff